

LIVINGSTON PARISH SCHOOL BOARD

STUDENT ACCEPTABLE USE POLICY **REVISED**

A. PROGRAM DEVELOPMENT

In order to match electronic resources as closely as possible to the approved district curriculum, district personnel will continue to review and evaluate technology resources for compliance with Board guidelines listed in Board Policy IFA governing the selection of instructional materials. In this manner, staff will provide developmentally appropriate guidance to students as they make use of telecommunications and electronic information resources to conduct research and other studies related to the district curriculum. Infractions will be dealt with according to the guidelines listed in Board Policy JD governing discipline. All students will be informed by staff of their rights and responsibilities as users of the district network prior to gaining access to that network, either as an individual user or as a member of a class or group.

As much as possible, access to district information resources will be designed in ways which point students to those which have been reviewed and evaluated prior to use. While students may be able to move beyond those resources to others which have not been evaluated by staff, they shall be provided with guidelines and lists of resources particularly suited to the learning objectives. Filtering software is in use to block access to materials that are inappropriate, offensive, obscene, or contain pornography. However, no filtering system is capable of blocking 100% of the inappropriate material available on the Internet.

B. Network Usage

Students are responsible for good behavior on school computer networks just as they are in a classroom or a school hallway. Communications on the network are often public in nature. General school rules for behavior and communications apply.

The network is provided for students to conduct research, complete assignments, and communicate with others. Independent access to network services is provided to students who agree to act in a considerate and responsible manner. Access is a privilege, not a right. Access entails responsibility.

Network storage areas may be treated like school lockers. Network administrators may review files and communications to maintain system integrity and insure that users are using the system responsibly. Users should not expect that files stored on district servers will be always be private.

During school, teachers of younger students will guide them toward appropriate materials. Outside of school, families bear responsibility for such guidance as they must also exercise with information sources such as television, telephones, movies, radio and other potentially offensive media.

The following are not permitted:

- Sending or displaying offensive messages or pictures
- Using obscene or offensive language
- Giving personal information when using the system, such as complete name, address, phone number and identifiable photo without permission from teacher and parent or guardian.
- Unauthorized downloading and installation of software
- Harassing, insulting or attacking others
- Damaging computers, computer systems or computer networks
- Violating copyright laws
- Hacking, Vandalism and unauthorized access.
- Using others' passwords
- Trespassing in others' folders, work or files
- Intentionally wasting network resources
- Employing the network for commercial purposes, financial gain, or fraud.

Additional rules may be added as deemed necessary by school administration

C. SANCTIONS

- Violations may result in a loss of access. The range of sanctions is identified in the Discipline Policy
- Additional disciplinary action may be determined at the building level in line with existing practice regarding inappropriate language or behavior.
- When applicable, law enforcement agencies may be involved and may result in prosecution and/ or restitution for damages.

D. PERMISSIONS

- The Acceptable Use Policy will be distributed to Students and Parents through the school handbook. and will be posted on the school board web site.
- Parental permission will be assumed unless specifically denied. Parents must go to the school and sign a "Denial of Permission Form" in person.
- Parental permissions that are assumed include:
 - access to the internet and email system,
 - Permission to publish students work to classroom web sites,
 - Permission to have unidentified photos of students published to classroom web sites.

Responsibilities of Livingston Parish School Board

Teacher Responsibilities

- Will provide developmentally appropriate guidance to students as they make use of telecommunications and electronic information resources to conduct research and other studies related to the district curriculum.
- All students will be informed of their rights and responsibilities as users of the district network prior to gaining access to that network, either as an individual user or as a member of a class or group.
- Use of networked resources will be in support of educational goals.
- Resources will be chosen according to Board guidelines listed in Board Policy IFA governing the selection of instructional materials.
- Treat student infractions of the Acceptable Use Policy according to the school discipline policy.
- Provide alternate activities for students who do not have permission to use the internet.

Principal Responsibilities

- Include Acceptable Use Policy in student handbook
- Be sure handbooks are distributed to all students
- Treat student infractions of the Acceptable Use Policy according to the school discipline policy
- Denial of Permission forms must be kept on file for one year.
- Students who do not have permission to use the internet must be identified to the teaching staff.

District Responsibilities

- Ensure that filtering software is in use to block access to materials that are inappropriate, offensive, obscene, or contain pornography.
- Have acceptable use policy approved by the board and reviewed yearly.

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13909 FLORIDA BLVD.

P.O. BOX 1130

Denial of Permission

As a parent or legal guardian, I have read and understand the Acceptable Use Policy; however I want to deny my child certain permissions in regard to the internet.

Specific permissions that are permitted or denied include:

Permitted	Denied	* Each item must be initialed by parent as permitted or denied.
		Access to the internet and email system.
		Student work published to classroom web sites.
		Unidentified photos of student published to classroom web sites.

I further understand that it is my responsibility to return this denial of permission to my child's school in person. I understand that the denial is for this school year only.

Child's Name: _____

Parent Signature: _____

Date: _____

School: _____

Acceptable Use Policy Review Board

	Name	Location	Position	Meeting 2-5-04
1	Sandra Brewer	Central Office	Director of Tech.	Attended
2	Steve Parrill	Springfield Middle	Principal	Attended
3	Svend Waltman	Southside Jr. High	Tech. Coor.	Attended
4	John Watson	Walker High	Principal	Attended
5	Louise Rauls	Denham Springs High	Tech. Coor.	Attended
6	Debbie Tate	Albany Upper	Principal	Attended
7	Gail Delee	Live Oak Upper	Tech. Coor.	Attended
8	Jenny Causey	Central Office	Tech. Facilitator	Attended
9	Elaine Dalton	Central Office	Tech. Facilitator	Attended
10	Mark Smith	Central Office	WAN Manager	Attended
11	Randy Moody	Central Office	LAN Manager	Attended

3 Principals (one from an elementary, a middle and a high school) and 3 Technology Coordinators (one from an elementary, a middle and a high school) were selected to review a draft of the new policy to make sure that it is workable and covers all areas of concern. This review board met on Thursday, **February 5th in the Title I Room at 1:00** to review the new Acceptable Use Policy. Changes were made and the preceding document is the result.